



TEMPORARY SIGN APPLICATION

Department of Building Standards

P. O. Box 498
630 Ronald Reagan Drive
Evans, GA 30809
(706) 868-3420
(706) 868-3381 fax

1. Applicant Information:

Name: _____

Date: _____

Street Address: _____

City: _____

Zip: _____

Phone Number: _____

2. Business Information:

Name: _____

Date: _____

Street Address: _____

City: _____

Zip: _____

Phone Number: _____

3. Type of Sign:

☐ Civic/Religious/School Organization (non-profits only)

☐ Banner (32 square feet or less)

☐ Other (describe)

4. Sign Information:

Dimensions of Sign or Banner _____ X _____ = Square Feet: _____

Sign will be in this location from: _____ (date) to _____ (date)

Are there other temporary signs at this location? ☐ Yes ☐ No

Is there a drawing showing proposed sign attached to this application? ☐ Yes ☐ No

(A drawing is required for all signs except banners.)

Temporary Signs are allowed for a period of thirty (30) days, twice per year, per business or organization. Temporary signs cannot exceed thirty-two (32) feet in area and must be located at least five (5) feet from the right-of-way.

The permit fee for temporary signs is \$25.00

For Office Use Only

Previous number of temporary signs within the last 12 months: ☐ None ☐ One ☐ Two

Permit APPROVED by: _____

Permit DENIED by: _____

Reason for denial: _____

Permit fee paid: ☐ Yes ☐ No Date: _____